



City of Grand Rapids

Pawnbroker Checklist

PRELIMINARY INFORMATION

- All pawnbrokers must comply with the provisions of Act 273 of the Public Acts of the State of Michigan, for the year 1917
- Licensee's name will be painted or printed in large legible characters and placed over the outside door or entrance of the business together with the words "Licensed Pawnbroker."
- No Pawnbroker shall:
 - Accept or purchase any goods, article, property or thing from any person who is at the time intoxicated.
 - Accept or purchase any goods, article, property or thing that the pawnbroker knows or has reason to believe is stolen.
- Record keeping rules can be found in [Chapter 101](#) of the Grand Rapids City Code entitled "Second Hand Dealers."
- Before beginning operations, check with the Zoning department to ensure that the property is properly zoned by calling 616-456-4100.

CHECKLIST

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| <input type="checkbox"/> | File a bond in the penal sum of six thousand dollars (\$6,000.00). |
| <input type="checkbox"/> | Completed Pawnbroker application (part I and part II). |
| <input type="checkbox"/> | Non-refundable application fee . |
| <input type="checkbox"/> | Applicants will be contacted by the Fire Department to schedule a fire inspection. |
| <input type="checkbox"/> | License must be displayed openly on the property where all customers can see. |

*Rules and regulations associated with a Pawnbroker license can be found in [Chapter 100](#) of the Grand Rapids City Code entitled "Pawnbrokers."

**Rules and regulations for recordkeeping can be found in [Chapter 101](#) of the Grand Rapids City Code entitled "Second Hand Dealers."

***General Licensing Regulations can be found in [Chapter 91](#) of the Grand Rapids City Code entitled "Licensing and Regulation Generally."